

**Town Hall Committee**  
**Meeting Notes - June 20, 2018**

Present: David Schutz, John McCullough, Scott Bassage, Chris Colt, Denise Wheeler, Donna Fitch, Clif Emmons.

**VT Testing Invoice** - Okay to pay Vermont Testing invoice – bill given to town treasurer.

**Donor names** – Assistant town clerk Barbara Butler will gather addresses and format donor names in csv format for CPG Enterprises donor database.

**Building Committee Update:**

- *Meeting with Geddes* – They are responsive; porch does not have to be removed (no extra charge); building needs to be moved back 4' (rather than 3') to accommodate Geddes' cribbing; corner stairs do not have to be removed for the lift/move. Denise signed contract with Geddes – Donna to mail to Geddes for their signature & file copy in town office.
- *Windows* - After meeting with Geddes, Building Committee feels comfortable not removing windows; windows can be opened 2" up and 2" down for flexibility; John to confer with Jamie Weiner for his opinion, but it was agreed that windows can stay with confirmation from Jamie.
- *Demo RFP* – Scott sent out an RFP & posted on town web site. Ernie has a lead – a group from Brattleboro with a contact in Marshfield. Contractor must be insured and carry workers comp. Deadline for submittal is June 26. Denise to ask SB to give her and Clif authorization to approve contractor.
- *Other RFPs* - RFPs for electrical, plumbing, concrete need to go out ASAP.
- *Retaining floor boards* - Floor boards are about 3/8" thick with conventional nails that have left black spots; Ernie and Jim think only about ¼ to ½ can be salvaged; salvaging the boards affects demo cost. David pointed out the floor boards are a "character defining feature." Rough floor cost with wood approximately \$15 sq ft @ 1,100 sq ft = \$16,500 (includes sanding). Discussion about wood floor not appropriate for heavy use of building & cost of maintaining & refinishing vs. historical character and in-kind replacement. Entryways, kitchen and bathrooms do not have to be wood. David and John to discuss with J. Duggan, VT Historic Preservation.
- *Soils test for septic* – John and Alfred (who dug the holes) met onsite with Engineer Don Marsh to determine seasonal high water mark. Don says no problem designing a system for meetings & small groups but may be an issue for large gatherings; it will be a mound system no matter what (40' long and 100' wide). Holding tank a possibility. John to send his site drawings and Milone and McBroom report to Don.
- *Foundation plan* - John will take foundation plan to DeWolfe on Thursday for their markup/input. John's final plan will be used for contractors to bid and for state permitting. (DeWolfe provides reinforcement info for slab. There will be different levels which will need to be accommodated with subfloor so finish floor is all one level.)

*Miscellaneous building stuff* – One lav can stay; toilets and one lav have to be replaced to meet ADA. Propane heaters to be removed. Let's ask town clerk if assistant clerk can help with putting items on Front Porch Forum, etc.

*The play* – Denise to deliver cones to block off Ingpen side of road.

*Local permit* – John to fill out Calais permit; DAB and DRB approval needed.

**To do after play**

- ✓ Order another 20' container for additional town hall storage and use by contractors – Donna
- ✓ Order container from Meyers – Donna or John
- ✓ Construct pedestal @ pole for meter box, subpanel, etc. – Denise to ask Andy Felice
- ✓ Call WEC to move electricity to pole and call electrician to assist – Denise
- ✓ Suburban – call to remove tanks – Denise
- ✓ Consolidated Communications – move phone and internet – Denise
- ✓ Order porta potty July 1 – Denise (use same vendor as Curtis Pond – Hartigan?)
- ✓ Digsafe and stones for Geddes – Alfred (John to remind him)
- ✓ Pump out septic
- ✓ Fence around the site

*Notes by Donna*

Future agenda items:

- ✓ Fundraising CLG grant deadline
- ✓ Water flow test
- ✓ Old septic tank
- ✓ Review John's list of what happens when